Intra-governmental Transactions Working Group (ITWG)

July 9, 2024

Today's Agenda

- Tentative ITWG Schedule

- Program Updates

- 2024 Mid-Year Powerful User Recertification

- Order Lines/Schedules Enhancements

- Office Hours

- June Survey Results

- Open Agency Discussion

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Tentative ITWG Schedule

- ✓ May 14 – Program Updates, GSA Topics, Patch Release 7.0.1, 2024 Mid-Year Powerful User Recert, Cancelled Order Lines/Schedules Issue, Survey Questions, Office Hours, Open Agency Discussion

- ✓ June 11 – Program Updates, Policy & Guidance Updates, 2024 Mid-Year Powerful User Recert, Office Hours, May Survey Results, Survey Questions, Open Agency Discussion

- ❑ July 9 – Program Updates, 2024 Mid-Year Powerful User Recert, Order Lines/Schedules Enhancements, Office Hours, June Survey Results, Open Agency Discussion

Planned Dates: Aug 13, Sept 10, Oct 8   *2:00 -3:30 pm ET*

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Program Updates

- Q3 FY24 Implementation Plans were due to Treasury by June 28th
  - Thank you for your timely submissions!
  - These submissions will be reflected on your Q3 Scorecard
  - Q4 FY24 Implementation Plans are due by September 30th
  - Please continue using newly revised Attachment A Template for Q4 FY24 submissions
    - https://www.fiscal.treasury.gov/g-invoice/training.html
  - **Reminder:** Please ensure that the correct Agency G-Invoicing POCs are captured on your quarterly Attachment A submissions

- G-Invoicing Patch Release 7.0.1 successfully deployed to Production (June 20th) and QA-C (June 28th)
  - Delivered the following: Enforcement of the 120-day CAIA lifecycle rules in G-Invoicing, G-Invoicing/CAIA Role Synchronization, Ongoing Application Optimization/Performance Tuning & Defect Remediations

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Program Updates Continued

- ## G-Invoicing Webpage updates
  - Removal of several files from the G-Invoicing webpage
    - https://www.fiscal.treasury.gov/g-invoice/resources.html#standards
    - Removals include:
      1) Guidance Section
         - G-Invoicing System Integration Guide
      2) System Interface Specifications
         - GT&C/Orders/Performance/7600EZ – Pull (JSON)
         - Orders/Performance/7600EZ - Push (JSON)
         - Pull Organization from G-Invoicing (JSON)
         - Pull Remittance Advice (JSON)
         - Pull Feature/BizApp (JSON)
         - GT&C/Orders/Performance – Pull (XML)
         - Orders/Performance – Push (XML)
      3) XML Data Samples
         - Sample Pull GTC v2.1
         - Sample Pull GTC v3.0
         - Sample Pull Order v2.2
         - Sample Pull Order v2.3
         - Sample Pull Performance v2.1
      4) JSON Services
         - OpenAPI | Swagger Editor Instructions
         - GT&C Service v3_0
         - Order/Performance v3_0
         - 7600EZ v1_0
         - Feature Service v1_0
         - Organization Service v1_0
         - Reference Service v1_0
         - Remittance_Service v1_0

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2024 Mid-Year Powerful User Recertification

- The "Mid-Year Powerful User" recertification effort will target Fiscal Accounting application users with elevated access or privileges. The recertification data will be pulled on **06/24/2024**.

- The recertification window will run from **07/16/2024 to 08/16/2024.**

- For G-Invoicing this includes two primary population of users

Powerful User Type	Recertifying Official
G-Invoicing Application Roles: Primary Master Admins (PMA), Master Admin (MA), User Admins, Org Admins, GT&C Workflow Configuration Manager, GT&C Workflow Review, TAS Reconciler	The "User Administrator" listed in the G-Invoicing User Profile. *Note: Recertification officials have access to G-Invoicing.*
SailPoint IIQ Roles Agency "AppApprovers"	The user's "Manager" listed in the SailPoint IIQ Profile. *Note: Recertification officials may not have access to G-Invoicing.*

- The Recertifying Official is required to recertify all assigned user's powerful access and verify their Role/Group assignments are appropriate in accordance with the principle of least privilege access

- Notifications and Instructions for recertifying officials will be sent by the Treasury Support Center.

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Preparing for Powerful User Recertification

- **G-Invoicing**

  – Review the assigned "User Administrator" for users with Powerful Users Roles for accuracy.

  – If the "User Administrator" is inactive, the user's access will not be able to be recertified.

- **SailPoint**

  – All Users must have a "Manager" established in their SailPoint profile.

  – Each agency "Application Approver" should login to SailPoint and verify their "Manager" is accurate.

- **Preparation steps should be completed prior to 06/24/2024**

  Changes made AFTER 06/24/2024:

  – **G-Invoicing "User Administrator**: reports will be executed daily to identify updates to the G-Invoicing "User Admin" and an email will be sent informing the new "User Admin" notifying them they have users to recertify.

  – **SailPoint "Manager":** MUST be reported to the Treasury Support Center.
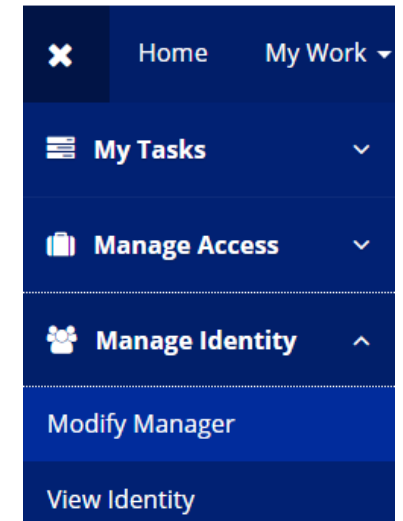
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Powerful User Recertification Resources

- **Recertification Schedule**
  - **June 24, 2024** - G-Invoicing user data is pulled for recertification
  - **July 9, 2024** - Announcement sent to all Recertification Officials
  - **July 16, 2024** - Recertification window opens and the "Application User Recertification Guide" is sent to all Recertifying Officials
  - **July 30, 2024** - First of two agency drop-in sessions held
  - **August 6, 2024** - Second of two agency drop-in sessions held
  - **August 6, 2024 & August 13, 2024** - Emails sent to users where no action has been taken by their Recertification Official
  - **August 16, 2024** - Recertification window closes
  - **August 19, 2024** - Deprovisioning of users who were not recertified

- **Agency drop-in sessions**
  - User Admins & Agency POCs who regularly work with us will receive the invites by default
  - If you don't receive an invite & want to attend those drop-in sessions, please email IGT@fiscal.treasury.gov mailbox requesting to be included in those sessions

*It is highly recommended the "Export List" report by exported in the ART application at <u>minimum one week prior</u> to the close of the recertification window to ensure all users have an appropriate Status selected (Recertify or Revoke). This report will also provide the documentation needed for future audit requests to confirm the agency users who were recertified.

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Order Lines/Schedules Enhancements

- **Enhancement 1 - G-Invoicing (UI and APIs)**
  - <u>Current Issue</u>: Order must have at least 1 active line & schedule
  - <u>Future Update</u>: Order may now have all lines and schedules cancelled

- **Enhancement 2 - G-Invoicing (UI and APIs)**
  - <u>Current Issue</u>: No validations on cancelled line & schedule for required or valid data
  - <u>Future Update</u>: Cancelled lines and schedules must now pass validations for all required and valid data. In addition, the data must be the same that was on the Open, active version of the line or schedule when cancelling.
    - **Note:** Validations will not occur on TAS/BETCs for cancelled schedules, which will continue to allow cancelled TAS/BETCs to exist on a cancelled schedule

- **Enhancement 3 - G-Invoicing (UI only)**
  - <u>Current Issue</u>: Line and schedules may only be deleted before the user clicks Update Draft or Submit for Approval while working on a new Order or during an Order modification
  - <u>Future Update</u>: New lines and schedules may now be deleted while working in Draft status for new Orders or during Order modifications; specifically, before the Order is shared with their trading partner. Once the Order is shared with the trading partner, those lines and schedules may only be cancelled.

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Upcoming Office Hours

- G-Invoicing Program conducts virtual Office Hours sessions twice monthly where we host targeted discussions as well as "open-mic" styled discussions.

- Future Topics Include:

    - ~~Round Table Discussion: Entering In-Flight Orders into G-Invoicing (June 18th)~~

    - Trading Partner Spotlight: National Archives and Records Administration (NARA) (July 9th)

    - Round Table Discussion: Common Operational Support Issues (July 23rd)

    - Topic TBD: (August 6th)

    - Round Table Discussion: Entering In-Flight Orders into G-Invoicing: (August 20th)

    - Trading Partner Spotlight: Providing agencies a platform to discuss their G-Invoicing implementation approach with trading partners

- Register for Office Hours here: https://fiscal.treasury.gov/training/g-invoicing-office-hours.html

G-Invoicing Office Hours	**REGISTER**	07/09/2024 07/23/2024 08/06/2024 08/20/2024	Online	Open to all federal agencies	Fiscal Accounting	✉ IGT@fiscal.treasury.gov

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June Survey Results

1. Two agencies responded to our survey volunteering to present topics at an upcoming ITWG

   – <u>Dept of Homeland Security (DHS) Immigration and Customs Enforcement (ICE)</u>: Posting Past Performance vs. Closing Legacy Agreements and the impact that has on agencies running dual system.

   – <u>Dept of Energy (DOE) Oak Ridge National Laboratory (ORNL)</u>: Transition of In-Flight Orders

2. Several agencies responded with interests in hearing an update from agencies/organizations at an upcoming ITWG

   – Will try to coordinate with some of the agencies/organizations mentioned in the feedback received

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June Survey Results Continued

3. There wasn't much interest from agencies in expanding the scope of our ITWG meetings to include non-G-Invoicing topics. The one agency who was interested noted the following

    –   Unmatched Transactions

    –   Fiduciary Activity

    –   Non-Buy/Sell IGT Sub-Categories

    –   Treasury Financial Manual (TFM) updates

    –   SFFAS 47: Reporting Entity Discussion

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Open Agency Discussion

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G-Invoicing Program Support and Contacts

For IGT Program Management and Agency Outreach Support

Andy Morris
Manager, Intragovernmental Transaction & Reconciliation Branch (ITRB)
Bureau of the Fiscal Service – Fiscal Accounting
Andrew.R.Morris@fiscal.treasury.gov

Jeff Board
G-Invoicing Product Owner, ITRB
Bureau of the Fiscal Service – Fiscal Accounting
Jeffrey.Board@fiscal.treasury.gov

Keith Jarboe
IGT Agency Outreach, Engagement & Onboarding
Bureau of the Fiscal Service – Fiscal Accounting
Keith.Jarboe@fiscal.treasury.gov

For Intragovernmental Transactions Working Group Information

IGT@fiscal.treasury.gov
https://www.fiscal.treasury.gov/g-invoice/

For G-Invoicing Additional Support

GInvoicing@stls.frb.org
1-877-440-9476

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Appendix

- Policy & Guidance Updates (Slide 16)

- What's Next (Slide 17)

- IPAC Transaction Sub-Category Timeline (Slide 18)

- Historical G-Invoicing Roadmap (Slide 19)

- Post-Mandate Enhancement Timeline (Slide 20)

- Connecting With Your Trading Partners (Slide 21)

- Knowledge and Training Offerings (Slides 22 - 23)

- Treasury Support Center (Slide 24)

- Commonly Referenced Resources (Slide 25)

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Policy & Guidance Updates

Policy / Guidance Document	Purpose	Last Updated	Next Update	Located
TFM Chapter 4700, Appendix 8 (Updated Annually)	Main Policy Document governing how IGT Buy/Sell activity shall be conducted	November 2023	November 2024	https://tfx.treasury.gov/tfm-classic/volume1/part2/chapter-4700-federal-entity-reporting-requirements-financial-report
G-Invoicing Program Guide	Guide for Basic Accounting and Reporting for the proper treatment of IGT Buy/Sell transactions processed through G-Invoicing	August 2022	NLT 9/30/2024	https://www.fiscal.treasury.gov/ussgl/resources-g-invoicing-program-guide.html
G-Invoicing System Integration Guide	Details how FPAs may utilize automated data exchanges to communicate IGT Buy/Sell activities to/from G-Invoicing	May 2023	TBD	https://www.fiscal.treasury.gov/files/g-invoice/g-invoicing-system-integration-guide.pdf
G-Invoicing Rules of Engagement	Outlines protocols for Trading Partner interaction in support of transitioning IGT Buy/Sell business processes to G-Invoicing	July 2023	TBD	https://www.fiscal.treasury.gov/files/g-invoice/g-invoicing-rules-of-engagement.pdf
Federal Intra-governmental Data Standards (FIDS)	Defines the data attributes and the system mapping & validation rules for the new IGT Buy/Sell data standard which is implemented through G-Invoicing	March 2024	TBD	https://fiscal.treasury.gov/g-invoice/resources.html#standards

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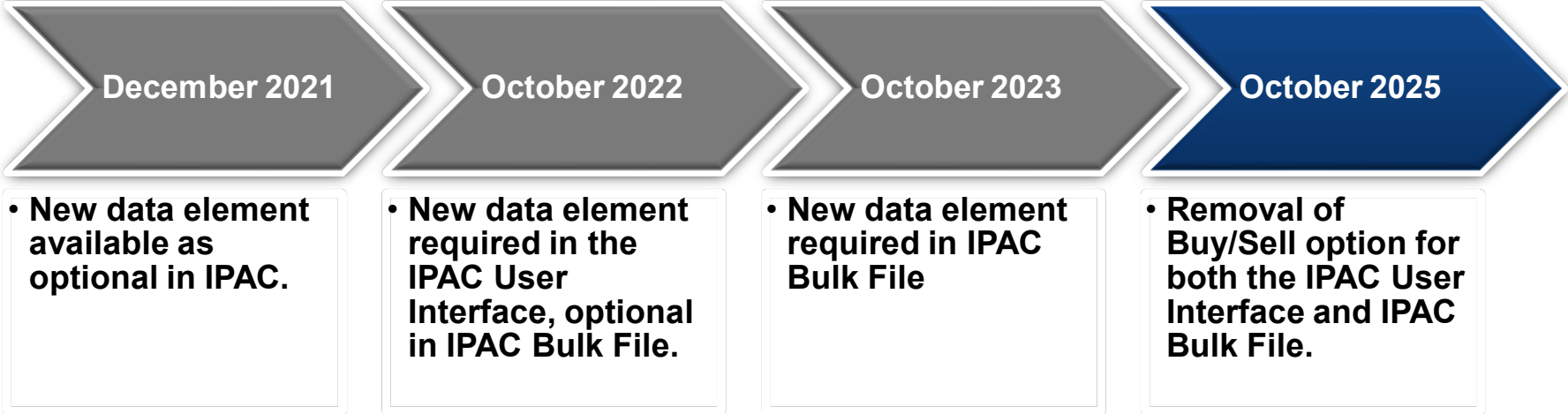Fiscal Service
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What's Next

- Ongoing Application Optimization
  - Continuous effort to refine our code to ensure application performance is optimal for agencies

- Cyber Security Improvements

- Cloud Migration
  - Transitioning from On-Premises Infrastructure to Cloud Infrastructure

- Other Security Enhancements

- Defect Remediations

- Minor (Non-ERP Impacting) Feature Work

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IPAC Transaction Sub-Category Timeline

- FY24 TFM Chapter 4700 publication provided updates to the IPAC Timeline
  - The new IPAC Transaction Sub-Category data element became required for the Bulk File in October 2023 (Fiscal Year 2024)
  - Delayed the removal of Buy/Sell option for both the IPAC User Interface and IPAC Bulk File until October 2025 (Fiscal Year 2026)

December 2021	October 2022	October 2023	October 2025
• New data element available as optional in IPAC.	• New data element required in the IPAC User Interface, optional in IPAC Bulk File.	• New data element required in IPAC Bulk File	• Removal of Buy/Sell option for both the IPAC User Interface and IPAC Bulk File.

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Historical G-Invoicing Roadmap

Calendar Year					
2023				2024	
G-Invoicing Releases					
G-Invoicing	Q1	Q2	Q3	Q4	Q1	Q2
R5.0	✓					
R5.1		✓				
R5.1.1		✓				
R5.2			✓			
R6.0			✓			
R6.0.1				✓		
R7.0					X	

All timelines are tentative and based on known requirements as of November 2023
"X" denotes targeted quarter for deployment (development done).

Additional releases will be added as planning occurs for future Program Increments. The following link can be used to reference the Services Quick Reference Guide for additional information regarding the versions of Application Program Interface (API), XML, specifications, Federal Intragovernmental Data Standards (FIDS) and System Mapping & Validation Rules (SM&VR) supported by each release.

R5.0 (02/16/2023) – Post-mandate functionality for 7600EZ capabilities, Order Upload and advanced Pre-Paid Performance Quantity (PPQ) for IFO, and Feature Management and Feature reports. Enhancements to the User Interface include improved date and time handling and Product Service Code (PSC - Item Code) validation.

R5.1 (05/18/2023) – Limit non-printable characters on Orders and Performance to support Vendor integration, Constructive Order Acceptance available through new JSON APIs for Orders and Performance, and 7600EZ copy invoice functionality

R5.1.1 (06/22/2023) – Multiple application defects were remediated and additional security enhancements for data-at-rest.

R5.2 (07/27/2023) – Enhanced Order Modification, Order Modification Revert and Performance while Order in Modification, and Product Service Code (Item Code) Validation.

R6.0 (09/14/2023) – Multi-Factor Login Enforcement; Common Approach to Identity Assurance (CAIA)

R6.0.1 (10/19/2023) – Defect remediation; APIs (non-printable characters & SFO mod), Print for rejected Orders, and Incorrect Notifications. Application performance and stability enhancements.

R7.0 (Target CYQ1 2024) – Bi-directional Order Modification, DLA 7600EZ GT&C, User Interface enhancements for 508 compliance and user experience, application stability and performance improvements and other post-mandate features – to be prioritized.

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Post-Mandate Enhancement Timeline

The following enhancements are high priority following the mandate based on Agency requests.

These enhancements will also require further ERP integration changes:

Enhancement	G-Invoicing Development Completed	Available in Production	Release Number	Agency Implementation Date, if Required
In-Flight Order Upload Tool for the User Interface	Q1 FY2023	2/16/2023	5.0	N/A
* 7600EZ (Low Dollar Purchases)	Q1 FY2023	2/16/2023	5.0	Q1 FY2024
* Constructive Order Acceptance (GSA Rent)	Q2 FY2023	5/18/2023	5.1	Q1 FY2025
* Performance During an Order Modification	Q3 FY2023	7/27/2023	5.2	TBD
* Order Revert	Q3 FY2023	7/27/2023	5.2	TBD
Treasury Single Sign-On (SSO) Migration to CAIA	Q3 FY2023	9/14/2023	6.0	9/14/2023
* Bi-directional Order Modification	Q1 FY2024	3/16/2024	7.0	TBD
* Performance Amount Enhancement	TBD	TBD	TBD	TBD

* Both Trading Partners must enable Feature Flags to use this Functionality.

Note: Fiscal Service will continue to collaborate with ERP Vendors in support of their development timelines.

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Connecting With Your Trading Partners

Staying up to date on your Partners' progress is key to your own success in transitioning your IGT Buy/Sell activity to G-Invoicing. Fiscal Service provides several utilities to facilitate effective communication with your Partners to gain an understanding of their implementation approach and timeline.

Intra-governmental Transactions Working Group (ITWG)

- A monthly venue for FPAs to review, discuss and provide feedback on the requirements and functional/technical design of the G-Invoicing solution, and related IGT Policy. Learn more here: https://www.fiscal.treasury.gov/g-invoice/

G-Invoicing Office Hours

- Bi-monthly sessions allow FPAs to engage with Treasury and their Trading Partners on a variety of G-Invoicing and IGT Buy/Sell topics. Agency-specific Office Hours allow FPAs to learn about specific implementation approaches being conducted by key Buy/Sell Partners. Register for office hours here: https://fiscal.treasury.gov/g-invoice/training.html

Training Webinars - Focus Groups - User-Centered Design – Self-Guided Learning

- To learn more about these options available to Trading Partners, and to receive direct engagement with our Agency Implementation Team, contact us at IGT@fiscal.treasury.gov Or visit our website: https://www.fiscal.treasury.gov/g-invoice/

Agency Implementation Plans and Points of Contact

- USDA's Connect.gov page contains data related to Agency's Implementation Status including Implementation Plans for CFO Act Reporting Entities who receive IGT Scorecards. https://community.connect.gov/display/CrossAgencyExternal/Bureau+of+the+Fiscal+Service+G-Invoicing

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Knowledge and Training Offerings

G-Invoicing Learning Opportunities

- Our Agency Implementation Team hosts a variety of training options.

- Our program conducts virtual Office Hours sessions twice monthly where we host targeted sessions focused on key topics, as well as "open-mic" styled discussions.

- Independent learning materials including videos, reference guides, and presentations are available through the G-Invoicing website: https://www.fiscal.treasury.gov/g-invoice/

- Register for training, Office Hours, webinars, and access our independent training videos here: https://www.fiscal.treasury.gov/g-invoice/training.html

- **Don't see what you need? Ask your Agency Implementation Team Representative or contact the G-Invoicing Program Team by emailing: IGT@fiscal.treasury.gov**

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You're Not Alone – We're Here To Help

Agency Implementation Team (AIT)

- Education
  - Business Process Walkthroughs
  - Application Demos
  - User Training
- Account Establishment
- Enrollment Assistance
- Production Support
- Assistance with Agency-Led Implementation Team
- Contact Email: STLS.Treasury.Ginv.AIT@stls.frb.org

Engagement | Outreach | Support

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Treasury Support Center (TSC)

- The Treasury Support Center can manage and escalate all G-Invoicing requests/issues to the appropriate support teams including the following:

  – Enrolling in G-Invoicing

  – Access Questions

  – Resetting your Password

  – G-Invoicing features & functionality

  – G-Invoicing application errors & issues

- Due to the large volume of agency requests/issues received through various email boxes and contacts, we are encouraging all G-Invoicing issues/requests to be escalated through the Treasury Support Center via email GInvoicing@stls.frb.org or via phone 1-877-440-9476.

  – This process will ensure all requests/issues are routed to the appropriate support staff and reviewed in a timely manner. If the request/issue is of high urgency, please call the Treasury Support Center and request an immediate escalation.

  – The Treasury Support Contact information can be found on the Fiscal Service website: https://www.fiscal.treasury.gov/g-invoice/contact.html

Treasury Support Center

The Treasury Support Center, provided by the Federal Reserve Bank of St. Louis, is open Monday through Friday, 7:00am through 8:00pm.

GInvoicing@stls.frb.org   1-877-440-9476   1-314-444-7346 (fax)

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Commonly Referenced Resources

Resource Name	Purpose	Located?
G-Invoicing User Guide	General purpose resource for G-Invoicing resource. Includes detailed walk-throughs for using various application features	Within G-Invoicing under the "Help Menu"
G-Invoicing Administrator Guide	Resource for G-Invoicing users with administrator roles. Includes detailed walk-throughs for administrator only features	Within G-Invoicing under the "Help Menu"
G-Invoicing Self Paced Learning Videos	Recorded demonstrations and walk-throughs for G-Invoicing features	In the Training section of the Fiscal Service G-Invoicing page. G-Invoicing: Training (treasury.gov)
G-Invoicing Instructor Led Webinars	Instructor led webinars held weekly the focuses on brokering documents in G-Invoicing and will include advanced features post R5.0	Bureau of the Fiscal Service - Training (treasury.gov)
Treasury Support Center	Help Desk to assist with G-Invoicing issues	GInvoicing@stls.frb.org 1-877-440-9476 Available Monday through Friday, 7:00am through 8:00pm (Eastern)

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